

## **Excavation Code – Policy Statement January 1, 2009**

### **1. Sewer & Water Utility connections for Residential and Commercial Properties. (Where excavation is within the right of way or tapping onto an existing City main or manhole)**

All entities will be required to apply and be approved for an Excavation Permit before commencing work.

- a. Submit sewer and/or water plan of proposed work to Public Works. The submittal shall include:
  - i. Grades and elevations of improvements, elevations may be absolute or assumed.
  - ii. Site plan showing other utilities, property lines, roads, sidewalks, accesses.
  - iii. Traffic and sidewalk control plan
- b. Plans will be forwarded by West Fargo Permitting Official to the following entities
  - i. West Fargo Sewer & water department,
  - ii. West Fargo City Engineers Office
  - iii. Public Works Administration
  - iv. West Fargo Building Inspections
- c. **Review Period**
  - i. **Maximum of 2 working days**
  - ii. **Time may be extended if a Request For Information is transmitted (RFI).**
- d. Inspection Requirement

All work shall be inspected. It will be the responsibility of the contractor to schedule inspections. Permits will remain open until a final inspection is completed. Prior to inspection water utilities shall be marked blue and sewer utilities shall be marked green.

Below is the contact tree for inspector:

  - i. Sewer & Water Infrastructure Manager 701.433.5400 (Bob Olson)
  - ii. Sewer & Water Department 701.433.5400 (Tory Nissen)
  - iii. West Fargo City Engineer 701.282.4692 (Brock Storrusten)
  - iv. West Fargo Building Inspections 701.281.0597 (Mark Housh)
- e. Inspector shall provide, to Public Works, utility tie information. Permit will be considered open until tie information is provided.
- f. Contractor shall be responsible to televise line and provide a copy upon request
- g. Contractor shall be responsible to restore excavation.

### **2. Private Utilities using West Fargo Right Of Way.**

All entities will be required to apply and be approved for an Excavation Permit before commencing work.

- a. Submit plan of proposed work to Public Works. The submittal shall include:
  - i. For linear feature the plan will include a lateral distance from a parallel feature (curb, sidewalk, roadway), and a depth from existing grade.
  - ii. Point feature shall be located by coordinates, tie information, or a direction and distance for a known point.
  - iii. Distance from existing city utilities will also be noted.
- b. Plans will be forwarded by West Fargo Permitting Official to the following entities
  - i. West Fargo Street, Sewer & Water Department,
  - ii. West Fargo City Engineers Office
  - iii. West Fargo Building Inspections
  - iv. Public Works Administration
- c. **Review Period**
  - i. **Maximum of 2 working days**
  - ii. **Time may be extended if a Request For Information is transmitted (RFI).**
- d. Inspection Requirement

All work shall be inspected. It will be the responsibility of the contractor to schedule inspections. Below is the contact tree for inspector:

  - i. Public Works Foreman- Chad Zander 701.433.5400
  - ii. West Fargo City Engineers Office – Brock Storrusten 701.282.4692
- e. Contractor shall be responsible to restore excavation.